

French Funding Guide

2006 - 2007

Federal Funds

(<http://www.bced.gov.bc.ca/frenchprograms/>)



Ministry of
Education



**Canadian
Heritage
Government
of Canada**

Table of Contents

Preface.....	3
Ministry of Education - Contact Information	4
Internet Links	5
District Grants Based on Student Level Data Collection	6
Learning Assistance Grant.....	6
Library Grants.....	6
Revitalization Grant.....	6
Learning Resources Grant	7
Teacher In-Service Grants	7
Supply Grants	7
Growth Grants.....	7
Table - Supply and Growth Grants	8
Socio-Cultural Grants	8
Additional Funding	9
Immersion Dispersion Grant.....	9
Core French Resources	9
Important Note Regarding Federal Funds	10
Post-Secondary Institution Grants	11
Independent Schools' Grants	12
District Grants that Require an Application	13
B.C./Quebec Short-Term Exchange Program.....	13
B.C./Quebec Six-Month Exchange Program.....	13
Odyssey / Accent Program.....	13
Individual Grants that Require an Application.....	14
Explore / Destination Clic Program.....	14
Official-Languages Study Fellowship	14
Minority Language Inter-Provincial Travel Bursaries	14
Odyssey / Accent Program.....	14
Individual French Teachers' Bursary Program	15
Bursary for French Teachers in Training (New)	15
Appendix I	
B.C./Quebec Short-Term Exchange Program Application Form	17
B.C./Quebec Six-Month Bilingual Exchange Program - School Application Form	19
Enrolment Form - Post-Secondary Institution Grants	20
Financial Report/Evaluation Form – <u>Regular</u> Federal Funds	22
Financial Report/Evaluation Form – <u>Additional</u> Federal Funds.....	24

Preface

The Government of Canada, in its Action Plan for Official Languages¹ released on March 12, 2003, identifies education as one of its priorities to provide new impetus to linguistic duality in the country. The Minister of Canadian Heritage, on behalf of the Government of Canada, and the ministers of education, on behalf of their respective provincial/territorial governments, through the Council of Ministers of Education, Canada (CMEC), have agreed on the objectives, programs, funding arrangements and undertakings that constitute this Protocol².

The provincial objectives match the priorities identified by the federal action plan for minority language education: improving student recruitment and retention, increasing the number of qualified teachers and improving access to post-secondary education. They also match the areas in the federal plan for second language: improving Core French, revitalizing French Immersion, increasing the number of qualified teachers and providing opportunities for students to use their language skills.

British Columbia is experiencing rapid growth among both minority language and French immersion student populations. The programs are vibrant and have shown a steady increase in enrolment for more than six years. The demand for French Immersion classes and programs has surpassed the ability of school districts to offer additional seats, even with the support provided by Official Languages in Education Program funds. The province does not need to “revitalize” French Immersion; through the Action Plan, British Columbia’s general approach is to continue fostering the growth of these programs.

The priorities are:

- improve student recruitment and retention for the Conseil scolaire francophone de la Colombie-Britannique (CSF);
- improve access to programs, services and resources for francophone students in preschool and K-12 system;
- support of French Immersion growth in all school districts;
- increase student retention numbers at the secondary level in French Immersion;
- enhance and expand Core French offerings;
- expand programs and services for French speaking students in graduation programs and post-secondary studies;
- expand bursary programs for students in teaching programs and teachers in minority language education and second-language instruction.

¹ http://www.pco-bcp.gc.ca/olo/default.asp?Language=E&Page=Action&doc=cover_e.htm

² <http://www.cmec.ca/protocols/OLEP2009.en.pdf>

Ministry of Education - Contact Information

Branch (Telephone Number)

General Area of Responsibility	Name	Email address
Assessment Branch and French Programs (250-356-0256)		EDUCAFP@Victoria1.gov.bc.ca
Program and Funding Policy	Britta Gundersen-Bryden, Director	Britta.GundersenBryden@gov.bc.ca
Coordinator, French Programs	Joanne Jenkins	Joanne.Jenkins@gov.bc.ca
Financial Administration	Nicole Couture	Nicole.Couture@gov.bc.ca
Student and Teacher Bursaries; Language Assistant Program	Gilbert Verrier, Coordinator	Gilbert.Verrier@gov.bc.ca
Translation	Lise Archambault	Lise.Archambault@gov.bc.ca
General inquiries for bursaries	Mary Burke	Mary.Burke@gov.bc.ca
Governance and Accountability Division (250-356-8395)		EDUC.GovernanceDepartment@gov.bc.ca
	Peter Owen, Assistant Deputy Minister	
Foundation Skills Assessment and Exams Development	Nancy Walt, Manager	
Assessment and Exams Policy, Marking and Reports	Diane Lalancette, Manager	
Student Certification	Brenda Neufeld, Acting Manager	
Resource Management Division (250-356-2586)		Education.Funding@gov.bc.ca
	Keith Miller, Assistant Deputy Minister	
Resource Management	Doug Stewart, Manager	
Learning Management Division (250-387-0363)		EDUC.InformationDept@gov.bc.ca
	Scott MacDonald, Executive Director	
Content and Achievement	Pierre Gilbert, Manager	
Data Management	Kathy Cordner, Manager	

Internet Links

B.C. Ministry of Education

Standard School Calendar : <http://www.bced.gov.bc.ca/legislation/stdcal03.htm>

K-12 Curriculum and Learning Resources : <http://www.bced.gov.bc.ca/irp/>

Grade 12 Provincial Examination Specifications:

<http://www.bced.gov.bc.ca/exams/specs/grade12/flp/welcome.htm>

Handbook of Procedures for the Graduation Program:

<http://www.bced.gov.bc.ca/exams/handbook/>

Performance Standards: http://www.bced.gov.bc.ca/perf_stands/

Policy Document: K-12 - French Immersion Program:

http://www.bced.gov.bc.ca/policy/policies/french_immersion.htm

Policy Document: Language Education Policy:

http://www.bced.gov.bc.ca/policy/policies/language_educ.htm

Policy Document: Graduation Credentials for Francophone and French Immersion Students:

http://www.bced.gov.bc.ca/policy/policies/grad_reqs_french.htm

B.C. Government

Francophone Portal of the Government of British Columbia website:

<http://www.gov.bc.ca/igrs/francophones/default.htm>

B.C. Francophone and Francophile Partners

Association Provinciale des Professeurs d'Immersion et du Programme Francophone:

<http://www.bctf.bc.ca/PSAs/appipc/>

B.C. Francophone Associations: <http://www.ffcb.bc.ca/main/associations.php>

Bureau des affaires francophones et francophiles de l'Université Simon Fraser :

<http://www.sfu.ca/OFFA-BAFF/>

Canadian Heritage: <http://www.canadianheritage.gc.ca/progs/lo%2Dol/>

Canadian Parents for French (CPF) - British Columbia & Yukon :

http://www.cpf.bc.ca/bc_html/Other/FramePages/f_index.shtml

Collège Éducacentre College : <http://www.educacentre.com/>

CSF - Conseil scolaire francophone de la C.-B. : <http://www.csf.bc.ca/>

Federation of Independent School Associations (FISA): <http://www.fisabc.ca/>

Réseau Éducation Canada - Colombie-Britannique:

<http://www.educationcanada.com/browse.phtml?sid=bc&lang=fra>

REGULAR FEDERAL FUNDS

GRANTS THAT DISTRICTS RECEIVE BASED ON STUDENT LEVEL DATA COLLECTION

Seventy percent of the eight grants described below, based on estimated enrolment, will be sent to districts in the fall. The balance of the grants in this section will be sent upon approval of the evaluation forms and financial statement found in Appendix I. These forms should be submitted to French Programs no later than July 31.

No payments will be forthcoming after October 31 of the same year.

If districts are to take full advantage of federal funds for French language programs, the student level data collection, form 1701 must be filled out accurately. The enrolment as of September 30 determines the amount of money that the district will receive.

Learning Assistance Grant

The Learning Assistance Grant from federal funds is to assist those students in French Immersion experiencing significant learning difficulty in one or more areas. If the total district enrolment of **French Immersion** is less than 250 FTEs the district will receive \$10,500. This figure represents approximately 0.2 of an FTE teacher.

Library Grant

The Library Grant is designed to provide library purchases of French language materials for schools with French Immersion programs. The district grant is based on \$2,247 per school to a maximum of 2 schools (i.e.: either \$2,247 or \$4,494).

Revitalization Grant

The Revitalization Grant from federal funds is to be applied totally to Immersion program issues. These can be enhancements to existing areas or new areas of support. The decision of where these funds are to be applied, or to what, will be the district's decision in consultation with the program teachers and Immersion parents. This grant is targeted to help the districts with small enrolment in French Immersion.

The district grant is based on FTE enrolment in French Immersion and calculated as follows:

300 FTEs or less	\$14,000	601-900 FTEs	\$7,000
301-400 FTEs	\$12,000	901-1,000 FTEs	\$6,000
401-500 FTEs	\$10,000	1,001 and more FTEs	\$5,000
501-600 FTEs	\$8,000		

Learning Resources Grant

The Learning Resources Grant from federal funds is to assist districts in the higher cost of buying French resources for students in French Immersion programs. These funds are generated by a formula based on the number of FTEs enrolled in French Immersion program in the district. These funds are calculated as follows:

Regular:	K-7	\$11.85 per FTE
	8-12	\$23.60 per FTE
Growth (based on FTE enrolment increases as compared with the previous year):		
	K-7	\$25.00 per FTE
	8-12	\$50.00 per FTE

Teacher In-service Grant

The purpose of this grant is to support teacher in-service and program implementation for Core French and French Immersion programs. These funds are generated by a formula based on the number of FTEs enrolled in French programs in the district. (Money is also available through the French Teachers' Bursary Program, which funds individual teachers to take courses offered by post-secondary institutions.) To estimate the size of the district grant:

\$ 2,699 for more than 10 FTEs in the district	=	\$ 2,699
\$ 0.8925 additional per FTE for more than 2570 FTEs		
	Total =	\$ _____

Supply Grant

These are the federal supplementary funds paid to districts for maintenance of French programs. School districts may apply money from the supply grant to funds to a maximum of a 0.4 FTE position at the schools or district level.

The allocation of supply grants is based on actual enrolments (FTEs) in the various French programs as reported by districts on form 1701 as of September 30th of the current school year. To find the supply grant dollar amounts, refer to the table on the next page.

Growth Grant

Referred to in the past as a start-up grant, the funding for growth is based on the French programs FTE enrolment **increases** in the district as reported on form 1701 and **compared with the previous year**.

		SUPPLY GRANT**	GROWTH GRANT
Immersion		(a)	(b)
	Primary	\$48.30	\$394.80
	Grades 4 - 7	\$67.20	\$394.80
	Grades 8 - 10	\$94.50	\$1,436.40
	Grades 11 and 12	\$94.50	\$1,795.50
Core French		(c)	
	Kindergarten to Grade 12	\$3.15	

- (a) per FTE student. FTE in immersion is based on the amount of instructional time in French programs per student. In secondary school, 1 course (100 + hours) would be equal to 1/8 of an FTE. In a district where each student takes 2 courses in grade 11, it takes 4 students to equal 1 FTE (reported on form 1701).
- (b) per FTE student (definition same as above) as reported on form 1701.
- (c) per student, provided that the minimum instructional time of 4 percent (4%) is met.

** The Supply grant is adjusted by the rural factor.

Socio-cultural Grant

This grant is intended to assist districts in sponsoring various French cultural activities that might include visiting musicians or children’s theatre groups, field trips or special “days.” Neighbouring school districts are encouraged to cooperate to “make the money go further.”

Grant will be based on enrolments in each of the two programs, Core French and French Immersion.

The grant is calculated as followed by district:

1,000 or less students enrolled in Core French	\$446.25
more than 1,000 students enrolled in Core French, additional	\$446.25
if students enrolled in French Immersion, additional	\$892.50
10,000 – 14,999 FTEs enrolled in the district, additional	\$446.25
15,000 FTEs enrolled in the district, additional	\$892.50

ADDITIONAL FUNDING

Additional funds provide financial assistance to school districts to support the development and implementation of innovative approaches and programs for second official language programs. The funding will contribute to enhancing existing courses and programs, adding new classes for both Core French and French Immersion and implementing new French Immersion programs.

Canada's financial assistance shall be provided for carrying out measures related to the support categories and areas of intervention, such as:

1. Improve Core French Programs
 - improve programs;
 - enhance their teaching capacity;
 - use new technologies and enhance quality of teaching resources;
 - recruit new students and retain those already enrolled;
 - recognize and value learning.
2. Revitalize French Immersion programs
 - increase the number of students;
 - reverse the drop-out trend at the secondary level;
 - authentic communication experiences (cultural, exchanges...)
 - recognize and value learning.

Immersion Dispersion Grant

This grant is targeted to help rural districts that offer French Immersion programs. This district grant is based on FTE enrolment in French Immersion and calculated as follow:

200 FTEs or less	\$40 per FTE	401-800 FTEs	\$20 per FTE
201-400 FTEs	\$30 per FTE	801 and more FTE's	\$10 per FTE

The Immersion Dispersion Grant is adjusted by the Ministry's existing rural factor.

Core French Resources

This grant is targeted to help school districts that offer Core French program to enhance existing programs and/or that expand their programs. This district grant is based on the number of students in Core French Programs. School districts will receive \$2.00 per student. This grant is also adjusted by the Ministry's rural factor.

IMPORTANT NOTE

ALL FEDERAL FUNDS FOR SECOND LANGUAGE MUST BE SPENT ENTIRELY IN SUPPORT OF FRENCH IMMERSION AND CORE FRENCH PROGRAMS.

- If a school district has a French Advisory Committee, best practice would suggest that allocation of funds be discussed with the committee.
- School districts have the flexibility to move federal funds between the allocated funding categories and must report the reallocation of federal funds in the Financial Report they submit at the end of the school year.
- School districts may apply federal funds to a maximum of 0.4 FTE position for French immersion or Core French teachers' salary or at the district level for a coordination position for second official-language activities.
- Districts are required to keep an accounting of all expenditures of federal funds for French programs and report on these expenditures at the end of school year.
- Auditing and monitoring of French programs is now an integral part of the Ministry's funding process.

POST-SECONDARY INSTITUTION GRANTS

Grants to post-secondary institutions are based on three factors: enrolment, course, and program. For funding purposes, courses are divided into pre-service and in-service.

Pre-service courses

In calculating grants to universities and colleges, the Ministry will include the following:

- A - French language/literature courses offered to students preparing to become teachers.
- B - Courses offered in French by the Faculty of Education or French language/literature courses offered through the Faculty of Arts in collaboration with the Faculty of Education for students planning to be teachers of Core French, French Immersion or Francophone Programs.

Procedures

For A and B courses, please submit enrolments on the form found in **Appendix 1** and return it to the French Programs at the end of the first month of each semester (September 30, January 31, and May 31). Estimations will be made on the basis of September enrolments and fifty percent (50%) of the estimated annual amounts will be forwarded to the universities and colleges in February. Once the January 31st and May 31st enrolments have been received, the balance will be calculated, with payment following a few weeks later.

In-service courses

In-service credit courses offered in French to teachers through Extension, Arts, or Education, often in cooperation with school districts. British Columbia universities and colleges will receive a fixed amount per credit for each teacher enrolled in a course for credit.

Procedures

For in-service courses, a letter to the French Programs outlining the course(s) and the enrolment(s), and signed by the certifying officer will be sufficient. (The certifying officer is generally the dean or department head.)

GRANTS RECEIVED BY INDEPENDENT SCHOOLS

Grants Received Automatically

The bilateral agreement between Canada and British Columbia provides financial assistance to independent schools that are publicly funded by the Province. The contributions to independent schools will be calculated based on Statistics Canada numbers for students enrolled in minority language education and second official language instruction as reported on the Data Collection Form 1701 as of September 30.

The money is transferred as a block to the Federation of Independent School Associations (FISA). FISA is then responsible for the distribution of funds to independent schools offering French courses or programs.

DISTRICT GRANTS THAT REQUIRE AN APPLICATION

At the end of the fiscal year, districts that have applied for and received grants must complete the evaluation form and financial report to be found in Appendix 2.

B.C./Quebec Short-Term Exchange/Visit Program

Funding assistance is available for short-term exchanges/visits undertaken by French Immersion and Francophone Program students in grades 6 to 8. No group of students may receive this grant twice. The amount per student will not exceed \$75 for students living in the south-western part of the province or \$125 for students living in outlying areas, and may be less if the demand is high. The responsibility for finding a class to visit or with which to exchange rests entirely with the school/district. All arrangements are to be made between schools and/or districts. **An application form for funding can be found in Appendix 1.** The deadline for application is December 15. All schools/districts applying by the deadline will receive funding.

Note: The Society for Educational Visits and Exchanges in Canada (SEVEC: <http://www.sevec.ca/>) partially funds exchanges for 14-18 year olds for class exchanges and finds classes with which to exchange; they can be reached at (800) 387-3832.

B.C./Quebec Six-Month Exchange Program

The B.C./Quebec Six-Month Exchange is a reciprocal exchange program. During the fall, up to 80 francophone students from Quebec will spend three months in BC living and attending school with our grade 10 and 11 students. (BC students selected must be enrolled in French Immersion or Francophone programs and come from many regions of the province.) In the spring, the B.C. partners will spend three months in Quebec with their partner families. The Ministry assists with the arrangements for the exchanges, and purchases return airfare for participants.

B.C. residents are strongly advised to purchase additional health insurance when travelling to other Canadian provinces to cover the cost of services not included in the reciprocal agreement between provinces. **An application form for school registration for possible exchanges is to be found in Appendix 1.** The deadline for submission of student applications is March 31. Please note that there is a student participation fee.

The Ministry of Education has approved the *B.C./Quebec Six-Month Exchange Program* as an External Credential. Students who successfully complete this exchange would be entitled to receive credit towards BC secondary school graduation. Please refer to the External Credentials chapter in "Course Information", which may be found at the following Ministry web site: <http://www.bced.gov.bc.ca/graduation/courseinfo/>.

Odyssey / Accent Program

School districts may be assigned a French Language Assistant to support the socio-cultural and linguistic activities in the classroom. Districts close to a university may take advantage of a part-time Language Assistant. Part-time Language Assistants provide **8 hours of work per week for a period of 8 months, September to April**. Districts not close to a university may apply for a full-time Language Assistant. Full-time Language Assistants provide **25 hours of work per week for a period of 9 months, September to May**. The school district is reimbursed for all salary and other permitted allowances, as per the Administrative and Financial Guide provided to districts by the Council of Ministers of Education, Canada (CMEC). School districts wishing to obtain more information about the *Odyssey / Accent* Programs can contact the Provincial Coordinator at (250) 387-6296.

INDIVIDUAL GRANTS THAT REQUIRE AN APPLICATION

Explore / Destination Clic Program

This program provides bursaries up to a value of \$2,000 (covering room, board and tuition) to enable students completing at least grade 11 or at post-secondary level, to enrol in five-week immersion courses offered in French at institutions throughout Canada. **Francophone students** (as defined in section 23 of the Charter of Rights and Freedoms) may apply for a program designed for francophones outside Quebec: *Destination Clic*. NOTE: The Ministry of Education has approved the *Explore* Program as an External Credential. Students who have not yet graduated and who successfully complete *Explore* would be entitled to receive credit towards BC secondary school graduation. Please refer to the External Credentials chapter in the "Course Information" which may be found at the following Ministry web site: <http://www.bced.gov.bc.ca/graduation/courseinfo/>.

Application forms are available at the following website address: <http://www.jexplore.ca/>. The deadline to apply is **February 28**.

Official-Languages Study Fellowship

One-time study fellowships of up to \$1,500 (\$1,000 in BC) per year (\$4,000 lifetime maximum) are available to encourage students to enter a full-time post-secondary program offered in French at a French language or bilingual institution for a period of one academic year. Application forms are sent to school district offices and secondary schools in December. They are also available from the French Programs at (250) 356-0256. The Ministry will approve fellowships on a first-come, first-served basis, subject to available funding.

Minority Language Inter-provincial Travel Bursaries

Bursaries (in the amount of two return trips per year) are available to francophone students, unable to pursue post-secondary studies in French within British Columbia, to study in another province. Application forms are available from the French Programs in early December, but students can be placed on the mailing list as early as November. In addition, forms are sent to school district offices and secondary schools.

Odyssey / Accent Program

This program is designed to promote the learning and use of the official languages by providing the services of Language Assistants to educational institutions. Details of the program are provided with application forms that are available from the French Programs at (250) 356-0256 in December or at the following website address: www.cmec.ca/olp. The deadline to apply is **February 15**.

The part-time program, *Accent*, is for students enrolled in a post-secondary program. It pays a taxable salary of \$4,160 for the eight months, as well as one round trip between the province or territory of residence and British Columbia. The full-time program, *Odyssey*, is for those students who have completed at least one year of post-secondary education. It provides a salary of \$18,500 per year based on 9 months work, as well as two round trips between the province or territory of residence and British Columbia.

Individual French Teachers' Bursary Program

Bursaries are made available to assist teachers of French As a Second Language, French Immersion, and Francophone Programs to improve linguistic or linguistic/academic qualifications through courses given by post-secondary institutions, often in French-speaking parts of Canada. *** **NOTE:** **Graduate Studies now eligible.** ***

*Individual teachers can apply for funding to a maximum of \$1,250 for out of province or \$1,000 for in province for **immersion courses** of at least 60 formal classroom contact hours. Application forms are available upon request from the French Programs of the Ministry and/or the school district office.*

In addition, teachers of French may apply to the Ministry for bursaries to provide tuition fees for sessional credit courses of at least 25 contact hours in French language/methodology. Universities and colleges will often provide courses in outlying communities where numbers warrant. These bursaries are available on a first come first served basis. Application forms are available upon request from the French Programs of the Ministry and/or the school district office.

Bursary for French Teachers in Training

<- **NEW**

Bursaries are available to encourage students to register in a full-time one-year programme, offered in French, by the Faculty of Education of a BC post-secondary institution, where the objective is to train teachers specializing in French as a first language (francophone) or French as a second language (French immersion). Maximum value: \$2,000.

Appendix I

Forms



Province of British Columbia
Ministry of Education



Canadian Heritage
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B.C./ Quebec Short-Term Exchange Program Application Form

Funding assistance is available for short-term exchanges undertaken by French Immersion and Francophone Program students in grades 6 to 8. No group of students may receive this grant twice. The responsibility for finding a class to visit or with which to exchange rests entirely with the school/district. All arrangements are to be made between schools/districts. **The deadline for application is December 15.** All applications received by the deadline will receive funding.

School District # _____ District Name: _____

District Address: _____

District Superintendent: _____

Secretary-Treasurer: _____

District French Contact Person: _____

Telephone: _____ Fax: _____

Email: _____

B.C. Participating Schools

School Name

Classroom Teacher(s)

1. _____

2. _____

3. _____

4. _____

5. _____

(over)

Quebec Participating Schools

<u>School Name</u>	<u>City</u>
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

Other Exchange Information

Exchange #	# 1	# 2	# 3	# 4	# 5
Stay in Quebec (days)					
Date of departure					
Date of return					
Number of B.C. students					
Number of teachers					
Total budget					

Mail or fax by December 15 to:

**Provincial Coordinator
French Programs, Ministry of Education
PO Box 9160 STN PROV GOVT
Victoria BC V8W 9H3
Fax: (250) 387-1470**



Province of British Columbia
Ministry of Education



Canadian Heritage
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B.C./Quebec Six-Month Bilingual Exchange Program SCHOOL APPLICATION FORM

Note: Only required if the school has not applied in the last two years.

School District # _____	District Name: _____
School: _____	
School Address: _____	

Principal: _____	
School Liaison Teacher: _____	
Telephone: _____	Fax: _____
Email: _____	

Please fax by December 15 to:

Provincial Coordinator, French Programs
Ministry of Education, Victoria BC
Fax: (250) 387-1470

EVALUATION FORM - REGULAR FEDERAL FUNDS

SCHOOL YEAR: _____

1. For each category identified on previous page, please give a brief description of how the federal funds were spent.

2. How did these expenditures support the acquisition of Core French as a second language?

3. How did these expenditures support the acquisition of French Immersion as a second language?



Province of British Columbia
Ministry of Education



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**FINANCIAL REPORT/EVALUATION FORM
DISTRICT GRANTS BASED ON STUDENT LEVEL DATA COLLECTION**

SCHOOL YEAR: _____

TOTAL ADDITIONAL FEDERAL FUNDS RECEIVED: _____

Categories	Final Expenditures by Category of Federal \$	Additional Amount Allocated by Provincial SD \$	Total Expenditures Federal and Provincial \$
Core French Resources	\$ _____	\$ _____	\$ _____
Immersion Dispersion Grant	\$ _____	\$ _____	\$ _____
TOTAL EXPENDITURES	\$ _____	\$ _____	\$ _____

IF APPLICABLE:

Indicate funds not expended to be carried over to next school year 20__-20__:\$ _____

Certified correct by signing officer:		
_____	_____	_____
Title	Signature	Date

EVALUATION FORM - ADDITIONAL FEDERAL FUNDS

SCHOOL YEAR: _____

1. Please give a brief description of additional federal fund expenditures.

2. Please mark the appropriate boxes. In the _____ school year, our school district offered:

New Core French classes

Specify: _____

New French Immersion classes

Specify: _____

New French Immersion programs

Early Immersion Late Immersion

Specify: _____

New activities for second language students

Specify: _____

